User Guide

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Product notice

This guide describes features that are common to most models. Some features may not be available on your tablet.

Software terms

By installing, copying, downloading, or otherwise using any software product preinstalled on this tablet, you agree to be bound by the terms of the HP End User License Agreement (EULA). If you do not accept these license terms, your sole remedy is to return the entire unused product (hardware and software) within 14 days for a refund subject to the refund policy of your place of purchase.

For any further information or to request a full refund of the tablet, please contact your local point of sale (the seller).

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1 The basics

NOTE: For basic operating instructions, see the printed *Quick Start* guide included in the box with your tablet.

IMPORTANT: Before using the tablet for the first time, connect it to external power, and then charge the battery for at least 15 minutes.

To start using your tablet, follow these instructions:

1. After charging the battery, press and hold the power button up to 5 seconds until the Compaq logo is displayed.

   The first time you turn on the tablet, you will see a Welcome screen.

   IMPORTANT: If the battery image is not displayed on the screen, press the power button briefly to display the image, and then press and hold the power button until the Compaq logo is displayed.

2. Follow the on-screen instructions to select a language and a wireless network.

Lock and unlock the screen

Lock—Press the power button.

Unlock—Press the power button to turn on the tablet, then place your finger on the lock icon and slide the icon to the unlock position.

2 Using the Home screen

The Home screen provides a central location where you can access information and email, browse the Web, stream videos, view photos, and access social media websites.

NOTE: The appearance of the Home screen may vary.

- Swipe down from the top to display notifications.
- Touch an icon to perform the action described in the table.

Icon	Description
	Search—Allows you to type one or more keywords to search with Baidu.
	Voice search—Allows you to touch , and then speak one or more keywords to search with Baidu.
	Back—Opens the previous screen.
	Home—Opens the central Home screen. • To see a left or right Home screen, swipe to the left or right. • To quickly return to the Home screen, touch .
	Recent apps—Opens a list of apps that you have used recently. • Touch an app to open it. • To remove an app from the list, swipe it to the left or right.
	All apps—Displays a list of all apps. To see all widgets, touch the **Widgets** tab.

3 Using apps and widgets

Apps are shortcuts placed on the Home screen and used to open applications installed on your tablet.

Widgets are apps with special functionality that displays content that is updated frequently. You can view the updated content without opening the widget.

To see all apps, touch .

- To open an app, touch the icon. To return to the Home screen, touch .
- To add an app to the Home screen, touch and hold the app icon until the Home screen appears, and then slide it to the location where you want it to be.
- To remove an app from the Home screen, touch and hold the app icon, and then drag it to the **X Remove** icon at the top of the screen.

To see all widgets, touch , and then touch the **Widgets** tab.

- To open a widget, touch the icon. To return to the Home screen, touch .
- To add a widget to the Home screen, touch and hold the widget icon until the Home screen appears, and then slide it to the location where you want it to be.
- To remove a widget from the Home screen, touch and hold the widget icon, and then drag it to the icon at the top of the screen.

Using the on-screen keyboard

- To open the on-screen keyboard, touch the text field at the top of the screen, type one or more keywords, and then touch or .
- To use voice search, touch at the top of the screen, and then speak one or more keywords.

NOTE: The appearance of the keyboard may vary.

Using the calendar

- Touch the **Calendar** icon, and then follow the on-screen instructions.
- To add the **Calendar** to the Home screen, touch and hold the **Calendar** icon until it appears on the Home screen.

Using the clock

- Touch , and then touch the **Clock** icon.
- To add the **Clock** to the Home screen, touch and hold the **Clock** icon until it appears on the Home screen.
- To add an alarm, touch the **Clock** icon, touch **Set alarm**, and then follow the on-screen instructions.

Downloading apps

Download apps, music, books, games, and more from the QQ App Store.

NOTE: You must be connected to the Internet to access the QQ App Store.

- Touch , and then touch **Traffic Tips**. Clear the **Do not show this prompt next time** check box, and then touch **OK**.

  – or –

  Select a category, or touch , and then type a keyword in the search field.
- To download and install an app, follow the on-screen instructions.

Uninstalling apps

1. Touch , and then touch .
2. Under **DEVICE**, touch **Storage**, and then touch **Apps**.
3. Touch the app that you want to uninstall, and then touch **Uninstall**.
4. Touch **OK**, and then touch **OK** again.

4 Using the cameras

Take your own photo or take screenshots with the front camera.

Taking your own photo

- Touch , and then touch .
- To take a photo, touch the rotating camera icon above the blue circle, and then touch the blue circle.

  The photo is saved in the Gallery.

Recording a video

- Touch , and then touch .
- To record a video, touch the video camera icon.

  The blue circle turns red.
- To begin recording, touch the red circle.
- To stop recording, touch and hold the red circle.

  The video is saved in the Gallery.

Taking a screenshot

Press the power button and the volume down button at the same time for about 1 second.

A message is displayed when the screenshot is saved in the Gallery.

Viewing photos or videos

- To view the photos or videos in your Gallery, touch , and then touch the **Gallery** icon.
- To delete a photo or video, touch the photo or video, and then touch in the upper-right corner of the screen.

Printing

Activate HP ePrint (select models only), which allows you to print directly to an HP ePrint-enabled printer. For more information, go to http://www.hp.com/go/2eprint.

1. Touch , and then touch the **HP ePrint** icon.
2. Follow the on-screen instructions, and then touch **Activate Now**.
3. Enter your email address, and then touch **Activate**.

   An activation code is sent to the email address that you entered.

4. Touch , and then touch the **HP ePrint** icon.
5. Enter the activation code, and then touch **Activate**.

5 Connecting to networks

You can connect the tablet to a wireless network or a Windows® computer.

Connect to a wireless network

Browse the Web, read your email, or perform other online activities.

NOTE: You must be connected to a wireless network before you can connect to the Internet.

To connect to a wireless network:

1. Touch , and then touch .
2. Under **WIRELESS & NETWORKS**, be sure that WLAN is turned on.
3. Touch **WLAN**, and then touch one of the available networks that is displayed.
4. Type the security key if required, and then touch **Connect**.

NOTE: To delete the security key for a wireless network to which you have previously connected, touch the name of the network, and then touch **Forget**.

Connect to a Windows computer (select models only)

NOTE: USB tethering must be turned off before you can use USB to transfer files between your tablet and the computer.

1. Connect the micro USB cable to your tablet and to a Windows computer.

   The USB storage appears as a drive on the computer. You can copy files back and forth as you would with any other external device.

2. When you are finished, disconnect the USB cable.

6 Using Settings

Use Settings for connecting to networks, setting preferences, and finding information about your tablet.

- Touch , and then touch .

  – or –

- Swipe down from the top, and then touch .

WIRELESS & NETWORKS

- **WLAN**—Enable or disable **WLAN**, and connect to a wireless network so that you check email, search the Web, or access social media websites.
- **Data usage**—View a graph of the data used during the selected period. The data usage by each installed app is also displayed.
- **More...**—Enable or disable **Airplane mode** or **VPN**.

DEVICE

- **Sound**—Select **Volumes**, **Default notification**, and enable or disable **Touch sounds** and **Screen lock sound**.
- **Display**—Select **Brightness**, **Wallpaper**, **Sleep**, and **Font size**.
- **Storage**—View available space in tablet memory and SD™ card memory (if installed).
- **Battery**—View battery charge percentage and battery usage by various features.
- **Apps**—View downloaded apps and running apps. To view information or uninstall an app, touch the app.

PERSONAL

- **Location access**—Enable or disable **Access to my location** and **WLAN network location**.
- **Security**—Set preferences for **SCREEN SECURITY**, **ENCRYPTION**, **PASSWORDS**, **DEVICE ADMINISTRATION**, and **CREDENTIAL STORAGE**.
- **Language & input**—Set preferences for **Language**, **KEYBOARD & INPUT METHODS**, **SPEECH**, and **MOUSE/TRACKPAD**.
- **Backup & reset**—Set preferences for **PERSONAL DATA** and **SYSTEM UPGRADE**.

ACCOUNTS

Existing accounts are displayed.

- **Add an email account or another type of account**—Under **ACCOUNTS**, touch **+ Add account**, and then follow the on-screen instructions.
- **Sync an account**—Under **ACCOUNTS**, touch the name of the account. Touch the name of the account again, touch ⋮ in the upper-right corner of the screen, and then touch **Sync now**.
- **Remove an account**—Under **ACCOUNTS**, touch the name of the account. Touch the name of the account again, touch ⋮ in the upper-right corner of the screen, and then touch **Remove account**.

SYSTEM

- **Date & time**—Enable or disable **Automatic date & time**, and select preferences for time zone, time format, and date format.
- **Accessibility**—Enable or disable **TalkBack**, **Large text**, **Auto-rotate screen**, **Speak passwords**, **Text-to-speech output**, **Touch & hold delay**, and **Enhance web accessibility**.
- **Developer options**—Enable or disable various **Developer options**.

⚠ **CAUTION:** Enabling this setting may cause errors on your tablet.

- **About tablet**—Display the software version and legal information for your tablet.

  You can also check for software updates.

7 Securing your tablet

To prevent others from accessing the data on your tablet, select a screen lock method.

Set a screen lock

1. Touch , and then touch .
2. Under **PERSONAL**, touch **Security**, and then under **SCREEN SECURITY**, touch **Screen lock**.
3. Under **Choose screen lock**, select one of the following types of screen locks, and then follow the on-screen instructions.

NOTE: If you have previously set a screen lock, you must unlock the screen before changing the lock settings.

- **Slide**—Unlock the screen by swiping to the right.
- **Face Unlock (select models only)**—Unlock the screen by looking at the screen.
- **Pattern**—Draw a simple pattern to unlock the screen.
- **Pin**—Enter four or more numbers to unlock the screen.
- **Password**—Enter four or more letters or numbers. This option provides the most protection, if a strong password is selected.

8 Backing up and recovering your data

Updating apps, widgets, and the operating system

HP recommends that you update your apps, widgets, and the operating system on a regular basis to the latest versions. Updates can resolve issues and bring new features and options to your tablet. Technology is always changing, and updating apps, widgets, and the operating system allows your tablet to run the latest technology available. For example, older apps and widgets might not work well with the most recent operating system.

Go to the QQ App store to download the latest versions of HP and third-party apps and widgets. The QQ App store displays the number of existing applications that you can update. If you want to update the operating system manually, go to http://www.hp.com/support.

Factory data reset

To reset all settings and delete all data on the device:

1. Touch , and then touch .
2. Under **PERSONAL**, touch **Back up & reset**.
3. Under **PERSONAL DATA**, select **Factory data reset**, and then follow the on-screen instructions.

9 More HP resources

To locate product details, how-to information, and more, use this table.

Resource	Contents
HP support For worldwide support, go to http://welcome.hp.com/country/us/en/wwcontact_us.html.	• Online chat with an HP technician. • Email support. • Find telephone numbers. • Locate HP service center locations.
Quick Start The *Quick Start* document is located in the document folder of the tablet box.	• Important regulatory notices.
Product Notices The *Product Notices* document is located in the document folder of the tablet box.	• Important regulatory notices.
Limited Warranty The warranty is located in the document folder of the tablet box. You can also go to http://www.hp.com/go/orderdocuments.	• Warranty information about this tablet.

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